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**EPA APPLICATION FORM FOR SPONSORSHIP REQUESTS**

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| The EPA provides sponsorship funding for initiatives which promote environmental awareness and assist with key environmental protection and behavioural change messaging.  All applications must meet each of the following criteria to be considered for funding and completed application forms should be submitted 12 weeks prior to the event.   * The activity can raise awareness of environmental or scientific issues or of the EPA; * The rationale for the activity to be sponsored is clearly established and specified in the application/sponsorship agreement; * The product or service will pose no negative impact on the environment   In addition, it must also fulfil one of the following criteria:   * It will help to disseminate key environmental messages to target audiences such as schools, business, farming sector etc.; or * It will support social, economic and cultural well-being in the locations where EPA offices are located.   ***Note:*** These are the deadline dates for application submissions for 2024  **15th February, 15th April, 15th June, 15th September, 15th November**  Please ensure you submit your application 12 weeks prior to your event, where possible, to meet the dates provided above. Applications will be reviewed after each deadline date. For example, if your event is on the 10th May, the application form should be submitted on or before the 15th February.  **Please state briefly how the above criteria will be met (Max 300 words)** |

**Please provide information on the following:**

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| --- | --- | --- | --- | --- |
| Name of lead applicant: |  | | | |
| Application Date: |  | | | |
| Name of Business/Organisation: |  | | | |
| Address: |  | | | |
| Phone:  Email:  Website: |  | | | |
| Do you have a point of contact in the EPA? If Yes, provide name please. |  | | | |
| The nature of the initiative/event:  (Max 100 words) |  | | | |
| Event Title: |  | | | |
| If this is a repeated event, please outline how it is evolving? What is different this year? (Max 100 words) |  | | | |
| The type of organisation (membership, target audience, projected numbers etc.)  (Max 100 words) |  | | | |
| The dates and timelines involved: |  | | | |
| The amount of sponsorship being sought (please state VAT separately) | **Amount (€)**  **(Ex VAT)** | **VAT (€)**  **(if applicable)** | | **Total (€)** |
|  |  | |  |
| Please state what this financial funding amount would be used for. (Max 100 words) |  | | | |
| The relevant environmental/corporate benefits of such sponsorship (e.g. raising awareness etc.) (Max 200 words) |  | | | |
| Have you applied to another section of the EPA for funding? | YES | | NO | |
| If YES, please give details (Max 50 words) |  | | | |

**INFORMATION ON MAKING AN APPLICATION AND EVALUATION**

Recipients of EPA sponsorship funding will be required to submit promotional material, or other documentary proof that the sponsorship provided by the EPA was used as agreed and that the activity was carried out and met its stated objectives. This will assist the post event review by the EPA which will be carried out for all organisations/groups who receive more than €1,000 sponsorship from the EPA, in order to evaluate the effectiveness of the activity.

The EPA logo must not be used without specific permission.

The EPA reserves the right to monitor, withdraw or restrict sponsorship funding at any time and for any reason at its sole discretion.

All requests for corporate sponsorship must be submitted electronically to [sponsorship@epa.ie](mailto:sponsorship@epa.ie)